

The Payroll Bureau is responsible for ensuring that the Commonwealth payroll system, HR/CMS, pays all Employees/Contracted Employees on-time, accurately and efficiently. In addition, the Payroll Bureau (PRB) ensures the departments post payroll expenditures within available budgets and to accounts suitable for such charges.

PRB implements Commonwealth payroll policies, coordinating consistent implementation with both the University payroll system, e*mpac, and the State Payroll system, HR/CMS. The PRB accomplishes these functions by ensuring Payroll systems are reliable and properly maintained, policy is clear and well distributed, reports are available and accurate, and departmental payroll professionals are continually updated and given the tools needed to do their jobs.

Payroll Bureau
Kevin McHugh, Director